



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

J-06

## CITY COUNCIL AGENDA ITEM

Date: July 31, 2019

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager  
MaryBeth Murz, Purchasing Manager  
Lisa Burnham, Accounting Manager  
Gert Paraskevin, Information Technology Director  
David Roberts, Fire Chief  
Shawn Hugg, Staff Lieutenant

Subject: Bid Waiver – Fire Service Online Training Management Software – Fire Department

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### History

- Prior to 2018, the Troy Fire Department utilized *Zoll Fire Records Management System* software through Oakland County CLEMIS for its training documentation and management.
- The Fire Department, however, did not have an electronic library of training programs, lesson plans, or digital dash-boarding with ad hoc, on-the-fly reporting capability.
- In June of 2018, the Fire Department began research to find a comprehensive solution for training management, compliance, and reporting.
- *Target Solutions*, by *Vector Solutions of San Diego, CA*, was identified as the sole product on the market capable of providing in excess of 450 hours of developed fire service education, meeting federal, state, and local fire service training requirements.
- *Target Solutions* also provides a user friendly, online, digital method to document every hour of training; deliver department policy updates; track firefighter credentials; and generate comprehensive, detailed training reports for OSHA, MIOSHA and ISO compliance.
- In August of 2018, the Fire Department entered into a program demonstration phase, culminating in a 6 month partially paid trial expiring July of 2019.
- The software has proven invaluable through the reduction of paper forms, and increasing the operational efficiency and training management of our firefighters.
- This has resulted in the more accurate capture of Fire Department training hours and an increased compliance with departmental requirements, as well as state and federal mandates.

### Purchasing

The thorough evaluation process conducted by the Fire Department for Training Management Software sufficiently determines that it is in the best interest of the City to waive the bid process.



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### **Financial**

Funds are budgeted and available in the General Fund under the Fire Department Account# 101.336.343.7802.040 for Fiscal Year 2020.

### **Recommendation**

In the best interest of the City, City management recommends waiving the bid process and awarding a contract to the sole source provider, *Vector Solutions of San Diego, CA*, to purchase *Target Solutions* online training management software for the Fire Department for a recurring annual estimated total cost of \$17,000.00.